CONFIDENTIAL

27 September 1982

MEMORANDUM FOR: Deputy Director for Science and Technology

FROM: 25X1
                    Director, Foreign Broadcast Information Service

SUBJECT: Proposal to Establish a Systems Development Staff
                  in FBIS

REFERENCES: A. Memorandum for DDS&T from D/FBIS, dated 28 July
                      1982, Same Subject

                  B. Memorandum for D/FBIS from DDS&T, dated
                      10 August 1982, Same Subject

     This memorandum provides additional information that you requested
(Ref. B) on FBIS' proposal to establish a Systems Development Staff.

Function of the Staff

     As outlined in Attachment A of Ref. A, the Systems Development Staff
(SDS) will be headed by a systems/planning officer to be designated
Special Assistant to D/FBIS for Systems Development.

     The SDS will be part of the FBIS front office and will have general
responsibility for development of systems required by any of the three
FBIS groups or two senior staffs. The SDS will initially have principal
responsibility for the following four items in FBIS' modernization
program:

     1. MIDAS--Phase II (Now under   )   25X1

     2. Development of automated systems for Joint Publications
         Research Service production

     3. Development of automated data base for Analysis Group
         (AG file)

     4. Development of automated field text editing system for
         field bureaus

                                                                          25X1

CONFIDENTIAL

CONFIDENTIAL

SUBJECT: Proposal to Establish a Systems Development Staff in FBIS

In addition, the SDS will have responsibility for providing a senior technical/management review for the following two projects which are also part of FBIS' modernization program. These projects would remain the principal responsibility of the Engineering Division.

    1.   INTERNET (Would continue under   25X1

    2.   ROSET (Would continue under   25X1

The SDS will have responsibility for assuring that all of FBIS' systems are integrated to the fullest extent possible. In addition to the projects that have already been identified as part of FBIS' modernization, the staff will have primary responsibility for developing any other new systems that may be required by FBIS.

Structure of Systems Development Staff

The head of the staff will be the principal adviser to D/FBIS on systems development and will supervise the SDS. He will develop project proposals and budget proposals related to new systems, and also manage relations with contractors.

The majority of the people in SDS will be technical officers, e.g., project managers and systems analysts, on rotation to FBIS from other offices in the directorate and ODP. They will be assigned to specific projects in the modernization program as needed. We expect the SDS to add or drop personnel as projects proceed through various stages of development. Once a system has reached a fully operational stage, the responsibility for managing the system would be turned over to the operating component.

Three of the nine professional positions that we propose be included in the SDS will be filled by coordinators who will represent each of the three FBIS groups--Operations, Production, and Analysis. Their role will be to represent their groups on the staff, providing necessary data, coordinating plans, advising the respective group chiefs, etc. These three individuals will be career FBIS officers on detail to the SDS.

Three of the positions will be transferred from the Executive Staff; these now constitute the Systems Coordination Branch, which is headed by an officer on rotation from ODP. The remaining three positions for the staff will come from FBIS' FY 1983 and FY 1984 totals, although a further review of staffing needs would eventually be necessary to determine if present planning has provided for adequate staffing levels.

25X1

2

CONFIDENTIAL

25X1

DDS&T/FBIS/⬚⬚⬚⬚⬚ (27Sep82)

Distribution:
  Orig. - Addressee
     1 - ⬚⬚⬚ Correspondence file
     1 - D/FBIS Chrono
     1 - FBIS Registry

25X1